



# CITY OF LONG BEACH, CA

INVITES YOUR  
INTEREST IN  
THE POSITION OF

## CONSTRUCTION SERVICES OFFICER



**BOB MURRAY  
& ASSOCIATES**  
EXPERTS IN EXECUTIVE SEARCH

## THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California is often described as a series of strong, diverse interwoven small communities within a large city. Enjoying an ideal southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach, the Long Beach Sea Festival, and a wide variety of other attractions serve to draw over four million visitors each year. The city is also home to California State University, Long Beach, which is ranked the No. 3 best value public college in the nation, and Long Beach City College, one of the largest community colleges in California. While offering all the amenities of a large metropolis, the city has maintained a strong sense of community and cohesiveness. As the seventh largest city in California, Long Beach has been referred to as the “most diverse city” in the nation by USA Today. A superb climate, quality schools, a vibrant downtown, and a variety of neighborhoods help make Long Beach one of the most livable communities in the country.

## THE DEPARTMENT

The mission of the Department of Public Works is “To maintain and enhance the City’s infrastructure and environment for the benefit of the public.” Core services of the Department are focused on providing for and maintaining safe and efficient infrastructure for the community, providing for sustainable environmental protection (water quality and refuse), and safely and efficiently delivering, designing, constructing, protecting and maintaining services for public facilities, public rights-of-way, waste collection and diversion in a positive service environment. The department also provides street sweeping, parking enforcement and graffiti abatement.

The Department of Public Works has four Bureaus: Business Operations, Engineering, Environmental Services and Public Service. The Department has 422 full-time employees with an adopted Fiscal Year 2015 budget of \$155 million, which includes \$110 million for Operating and \$45 million for Capital Projects, plus additional funding from previous years.

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*Engineering Bureau:* The bureau consists of six divisions: Design, Construction Management, Storm Water/Environmental Compliance, Project Management, Transportation Engineering, and Mobility Programs. The Engineering Bureau is responsible for the City’s traffic engineering, transportation planning, capital improvement project design, construction, inspection, materials testing, surveys, GIS, rights-of-way permit services, storm drain improvements, and implementation oversight of the City’s Annual Capital Improvement Program budget. The bureau has 75 employees and a \$19 million operating budget.

*Construction Management Division:* Comprised of six sections: Franchise/Permit, Geographic Information System, Inspection, Records, Right-of-Way/Subdivisions, and Surveys. The annual operating budget is \$2 million with 27 staff. The primary duties include inspecting construction projects in the public rights-of-way. Examples of projects include streets, sidewalks, parks, airport, storm water and public facilities. The Construction Services Officer and staff work closely with other divisions in the Engineering Bureau to provide and support efficient and effective project outcomes.

## THE IDEAL CANDIDATE

The City is seeking a Construction Services Officer with a proven track record of success and a strong management background to oversee four (4) direct reports and a full-time staff of 27. The ideal candidate will be a



collaborative and hands on leader who thrives in a fast paced environment.

A highly organized and motivated team player who is loyal to the department will be an asset in this position. The ideal candidate will also be an experienced professional administrator with strong communication skills. The selected individual will have a results oriented approach to taking on new and existing projects, as well as the vision to succeed.

The ideal candidate must be politically savvy within the municipality with the ability to interface with the staff and general public. Candidates with experience in lab-material testing, coastal communities, and airports are encouraged to apply. The successful candidate must be a licensed Professional Civil Engineer in California; possess five (5) years supervisory experience (preferably in the government sector); ten (10) years construction management or related experience (preferably in the government sector); have knowledge of the Standard Specifications for Public Works Construction (Greenbook); and the ability to build effective working relationships at all levels of the organization.

## THE COMPENSATION

The Construction Services Officer position has an established salary range for which the midpoint is \$115,000. Appointments are generally made at or below the midpoint depending on experience and qualifications. The City also offers an attractive management benefits package, including:

**Retirement** – California Public Employees' Retirement System (CalPERS) with a benefit of 2.5% at 55 for Classic members (prior or current CalPERS or reciprocating agency members with less than a 6-month break in service) or 2% at 62 for new members as defined by PEPR, subject to the limitations set by PERS. Coordinated with Social Security.

**Social Security** – City participates in Social Security. Employee pays the employee portion.

**Annual Vacation** – 12 days after 1 year of service; 15 days after 4 years, 6 months; 20 days after 19 years, 6 months of service.



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**Executive Leave** – 40 hours per year.

**Holidays** – Nine designated holidays, plus 32 hours of personal holiday per year.

**Sick Leave** – One day earned per month with unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums and/or retirement service credits.

**Bereavement Leave** – Three days for death or critical illness of family member, plus three days of accrued sick leave, if needed.

**Monthly Auto Allowance** – Paid monthly.

**Health/Dental/Vision Insurance** – Competitive plans available for employees and dependents. The City pays major portion of the premium for employee and dependents depending on the plans selected.

**Life Insurance** – City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000, in addition to \$20,000 term life.

**Disability Insurance** – City-paid short-term and long-term disability insurance.

**Management Physical** – Annual City-paid physical examination.

**Deferred Compensation** – Available through ICMA Retirement Corporation.

## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

**Filing Deadline:  
Friday, August 14, 2015**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. Candidates will be advised of the status of the recruitment following finalist selection. Finalist interviews will be held with the City of Long Beach. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval.

If you have any questions, please do not hesitate to call Ms. Valerie Phillips at:  
(916) 784-9080

***The City of Long Beach is an Equal Opportunity Employer.***

